



## **LOS ANGELES CITY COUNCILMEMBER JOSE HUIZAR DTLA STREET CLOSURE COMMITTEE**

### **Background:**

Councilmember Jose Huizar has formed the Downtown Street Closure Committee in response to the increasingly high volume of street closure requests that the City receives in the Downtown area. This committee is an advisory committee to the Council Office which meets monthly to evaluate significant street closure requests and to address the concerns of residents and businesses.

### **Committee Function:**

The committee consists of representatives from the Neighborhood Councils, Business Improvement Districts, and the Downtown business community. This committee is facilitated by the Council Office and meets the 4<sup>th</sup> Tuesday of every month at 2:00 PM on an as needed basis.

If your event is requesting 3 blocks of street closures you are required to apply 2 months in advance. If your event is requesting 3-6 blocks of street closures you are required to apply 3 months in advance and if your event is requesting 6+ blocks of street closures you are required to apply up to 6 months in advance. If this criteria is not met you will not obtain the support of the Council office or Downtown Street Closure Committee.

### **Special Event Sponsor Presentations:**

Sponsors of special event applications will be asked to present in front of the committee. Presenters will be asked to prepare a five minute presentation on the event details and street closure logistics. After a Q&A session, presenters will be asked to leave the room so that the committee can make its decision. If the presenter is a committee member, he/she will not be permitted to vote. A decision from the Council Office will be made after a short recess following the individual presentations. Event organizers are encouraged to present before the committee at least 2 months prior to the events.

### **Required Presentation Materials:**

Summary Packet of Event Details that include:

- Event background, location, schedule, and organizer's contact info
- Street, sidewalk, freeway on/off ramp closures requested
- Proposed community outreach efforts with maps of area paired with community contact lists

*Office of Los Angeles City Councilmember Jose Huizar  
City Hall  
200 N. Spring Street, Room 465, Los Angeles, CA 90012  
Office: 213.743.7014*

**Council District 14, City of Los Angeles**

- Identification of community benefits and effects to Downtown-wide economic development.
  - What is the community engagement?
- Identification of any restricted parking and any additional parking that may be provided to residents and businesses
- Site plan and scale drawings, including-
  - Streets and sidewalks
  - Equipment set-up- barricades
  - Circulation flow for pedestrians and vehicles within closure
- Impacts / Coordination with DOT, Metro re capacity – foot traffic / vehicles, buses, etc.
- Signed BID Notification Form(s)

**Purpose:**

The goal of this committee is to provide a means of communications between the City and the community (both residents, commercial and property owners) in regards to special events that require street closures. This committee serves as an advisory group for the Council Office to ensure street closure requests are reasonable and appropriate for the Downtown area.

**Guiding Principle:**

Special events often impact businesses, residents and commuters. This committee will evaluate the collective impact of special events and their required street closures to ensure that there is a balance between economic and community benefits and the impact to Downtown residents, workers and stakeholders.

**Guidelines:**

This document serves as a guide to the Council Office, the Committee and those requesting street closures in Downtown.

All special events in Downtown requiring street closures must present to the committee if:

- Requesting a full closure of a street within the boundaries of the Downtown area from the 110 freeway to the Los Angeles River and from the 101 freeway to the 10 freeway, within the boundaries of CD 14.
- Requesting a street closure that may significantly impact traffic during morning/evening rush hour or held on weekend evenings (Thursday to Saturday).
  - There are grandfathered events. However these events will be taken under special consideration. Grandfathered events are those:
    - Events on the City-Wide Events list

---

**TEAM****HUIZAR**

---

**Council District 14, City of Los Angeles**

- Events that have a history of 20 years or more in Downtown and are distinctly Downtown traditions
  - EXCEPTION: If the Council Office feels the request is not significant enough to warrant a committee recommendation
  - EXCEPTION: Recurring events such as farmers markets.

### **Committee Members:**

The following organizations will be granted positions on the DTLA Street Closure Committee. The Committee reserves the right to edit the list to address the growing needs of the committee and constituents the District represents.

#### Neighborhood Councils

- Downtown LA Neighborhood Council
- Historic Cultural Neighborhood Council

#### Business Improvement Districts

- South Park BID
- Downtown Center BID
- Fashion District BID
- Historic Downtown BID
- Arts District BID
- Industrial District BID
- Little Tokyo BID

#### Business Organizations

- Central City Association
- Los Angeles Chamber of Commerce
- Little Tokyo Business Association

#### Small Business Representatives

- 2 Positions
  - Resident/Community Organizations
- Los Angeles River Arts and Business Association
- Little Tokyo Community Council

#### Other Civic Stakeholders

- Arts & Culture
  - 2 Representatives

*Office of Los Angeles City Councilmember Jose Huizar  
City Hall  
200 N. Spring Street, Room 465, Los Angeles, CA 90012  
Office: 213.743.7014*

---

**TEAM**



**HUIZAR**

---

**Council District 14, City of Los Angeles**

**Non-Voting Advisors**

- Department of Transportation
- LAPD
- LAFD
- GSD

**Presenters:**

You will have 5 minutes to present and 5 minutes for Q+A. Topics should be addressed in a carefully prepared concise packet for the committee. This document should include a clear route map with times of street closures.